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ABSTRACT

This report highlights the accomplishments of three divisions of the Maine Bureau of Adult and Secondary Vocational Education for the years 1987-89. Information is reported for the following programs by the division of Adult and Community Education: (1) adult basic education and literacy; and (2) high school completion and equivalency programs. The Division of Secondary Vocational Education highlights activities in the following areas: student organizations; curriculum development; teacher inservice education; job task analysis; and new programs. The division of Program Services and Finance presents activity highlights for: services for special needs persons; sex equity/single parent/displaced homemaker services; services for correctional institutional inmates; career guidance and counseling programs; and school-to-work transition programs. (KC)

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Highlights: 1987-1989

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Bureau of Adult and Secondary Vocational Education

Division of Adult and Community Education

Division of Secondary Vocational Education

Division of Program Services and Finance

Selected Accomplishments, 1987-1989

CE 054 579

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Highlights: 1987-1989

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Highlights: 1987-1989

Division of Adult & Community Education

Adult Basic Education and Literacy Programs

- The number of adults in literacy classes (reading, writing, math, English-as-a-second language) has increased by 38% since 1987. The number of Adult Basic Education programs has grown from 48 communities in 1987 to 75 A.B.E. programs in 1989.

- The number of county jails with adult literacy, basic skills and high school completion (GED) programs has increased from 4 sites in 1987 to 15 in 1989. This program was supported by federal adult basic education and state adult education funds under the adult correctional education program.

- The Department of Educational and Cultural Services initiated a program in adult literacy and remedial instruction for Maine's population at community-based sites. Over 160 adults were served in 1988-89 at homeless adult education learning centers in Sanford, Lewiston, Augusta, Bangor, and Portland, and in York and Somerset Counties.

High School Completion and GED Programs

- A very successful "Keys to Your Future" program was initiated with Key Bank of Maine. Tim Sample, "Keys" Honorary Chairman, produced, with the Division of Adult and Community Education, a public relation series on the GED program which had a major impact in 1988-89.

- In 1988, Governor John R. McKernan, Jr. announced that he would like to double the number of GEDs issued to Maine's adults in five years. We are pleased to announce that 1989 produced a 71% increase in GEDs awarded over 1988.

- On July 7, 1989, Governor McKernan signed legislation abolishing the fees for Maine's adults taking the GED exams. This eliminated another barrier for the 238,000 adults still without a high school credential.

Highlights: 1987-1989

- The state GED office issued 3,307 GED credentials to Maine's adults in 1989. This is the largest number of certificates ever awarded in a single calendar year. An additional 910 adult high school diplomas brought the total to 4,217 adult education graduates for 1989.

ABE Program Growth, 1987-1989

1986-1987

Adult Basic Education New Programs 1987

1) Auburn
2) Berwick
3) Ellsworth
4) Lisbon
5) Scarborough

Total 87 Grant Information

45 Ongoing ABE Program Sites
05 New ABE Programs

50 Total ABE Grants 1987

1987-1988

Adult Basic Education New Programs 1988

1) Deer Isle/Stonington
2) Downeast Correctional Facility
3) Fairfield
4) Freeport
5) Hodgdon
6) Jay
7) Lincoln
8) Madison*
9) Millinocket*
10) Milo*
11) Readfield*
12) Richmond
13) Rockland (CED)
14) Vinalhaven
15) Vocational Region #9
16) Waterboro
17) Wells/Ogunquit

Total 88 Grant Information

50 Ongoing ABE Program Sites
17 New ABE Programs

67 ABE Grants, plus...
20 Special ABE Projects 1988

87 Total ABE Grants 1988
* 1988 sites Madison, Millinocket, Milo and Readfield did not continue in 1989.

1988-1989

Adult Basic Education New Programs 1989

1) Charleston Correctional Center
2) Camden
3) Fort Kent
4) Hampden
5) Eliot/Kittery
6) North Haven
7) Monmouth
8) Winthrop

Total 89 Grant Information

70 Ongoing ABE Program Sites
08 New ABE Programs

78 ABE Grants, plus...
06 Special ABE Projects 1989

84 Total ABE Grants 1989
14 (New Correctional Sites: County Jails)

Highlights: 1987-1989

Division of Secondary Vocational Education

1986-1987

- 1986/87 VICA (Vocational Industrial Clubs of America) State Competition was held at SMTC with 126 students and 16 contest areas.
- Enrollment in VICA (Vocational Industrial Clubs of America) approximately 125 students from 8 schools.
- Enrollment in FBLA (Future Business Leaders of America) approximately 420 members from 25 schools.
- Child Care Summer Institute "Responding to the Child Care Crisis" was held for over sixty (60) vocational child care instructors.
- Maine H.O.S.A. won first place for charter increase at National Convention in Philadelphia and student delegate from Region Ten won first place trophy in Medical Terminology.
- Public Law 195 was enacted which authorized DECS to be the sole approval agency for CNA training in Maine.
- A standardized home health aide curriculum was developed by DECS and approved by the Board of Nursing and Department of Human Services.
- DHS provided funds to support the Health Occupations/CNA resource center holdings at UMF.

1987-1988

- Plymouth trouble shooting contest was held with student representatives from 16 schools. In 1987/88 Maine ranked 7th in the nation in this competition.
- 1987/88 VICA (Vocational Industrial Clubs of America) State competition was held at EMTC with 160 students from 11 schools and 18 contest areas.
- Approximately 35 VICA students and advisors attended the VICA National United States Skill Olympics in Wichita, Kansas in late June 1988 representing the State of Maine in national competition.

Highlights: 1987-1989

- VICA enrollment grew to approximately 320 students from 11 schools.
- A two day workshop was sponsored by the Bureau of Adult and Secondary Vocational Education, with the assistance of professional staff from the University of Southern Maine, to assist vocational directors with the identification of a format and process for the development of competency based curriculum. This workshop provided the framework for curriculum development work being completed by vocational directors and staff.
- Approximately 70 students and their advisors attended the 56th Maine State FFA Convention held in May at the University of Maine at Orono. The students competed in 12 contest areas and represented 7 FFA chapters.
- Initiated the development of a comprehensive school accreditation process for use with vocational centers and regions. This accreditation process is based upon effective schools research and represents an option for schools which have traditionally utilized the New England Association of Schools and Colleges process.
- Developed and implemented a series of teacher in-service activities through the assistance of professional staff at the University of Maine at Orono, Department of Education, and the University of Southern Maine Department of Technology. These teacher in-service activities are based upon the three primary areas of understanding and responding to students, the instructional process, and subject matter knowledge and background.
- Enrollment in FBLA (Future Business Leaders of America) approximately 520 members from 27 chapters.
- A Standard Criteria Document was published in the fall of 1988 and approved through the APA process (Administrative Procedures Act) in January 1989. This document provides guidance and direction in the development and review of vocational education programs at the secondary level.
- A standardized 150-hour competency based curriculum was developed and implemented for all CNA training programs.

Highlights: 1987-1989

1988-1989

- A food service summer institute highlighting safety, sanitation, hospitality education and integrated studies application was held for the state s secondary and adult vocational food service instructors.
- Maine State HOSA expanded its chapters to nine and sent over 150 delegates to state convention in Bangor. A record number of Maine delegates participated in the National HOSA convention in Atlanta.
- A summer institute focusing on the establishment of school-based child care and infant care was held in Rockport.
- The annual Health Occupations course featured nationally recognized Camille Wade Maurice, trainer and consultant, with the Care for the Caretakers" program for HOE/CNA instructors, school nurses and health care administrators.
- PRVTC received the state's first grant to implement a three-year innovative project in Integrated Studies. This project received national recognition as evidenced by a feature article in the AVA journal.
- Plymouth trouble shooting contest was held with student representatives from 16 schools. During the 1988/89 school year Maine ranked 6th in the nation.
- 1988/89 VICA (Vocational Industrial Clubs of America) State competition was held at NMTC with 256 students and 28 contest areas. In total there were approximately 350 students and advisors in attendance at this state convention.
- The DACUM process was utilized to conduct job-task-analysis for seven (7) vocational program areas. This information is utilized in the development of competency based curriculum by vocational directors and staff.
- Job-Task Analysis were completed utilizing industry representatives in wildlife management, forestry, soils and water conservation, and recreational management in preparation for the development of a multiple use management curriculum for students in grades 9-12.
- 60 VICA students and advisors attended the National VICA United States Skill Olympics in Tulsa, Oklahoma in late June 1989 and represented the State of Maine in national competition.

Highlights: 1987-1989

- VICA enrollments grew to 450 during the 1988/89 school year.
- A two-day articulation workshop was held in Bangor in March for secondary vocational education directors, adult education directors and VTI directors. This workshop provided an opportunity for individuals from the various educational institutions in Maine to discuss and identify possible articulation linkages which would be beneficial to staff, students and community members.
- The State of Maine FFA held its 1988/89 convention at the University of Maine at Orono in May. This was the 57th consecutive year that Maine held this convention and it was attended by approximately 70 students and their advisors.
- The state of Maine was represented at the 61st National FFA Convention in Kansas City by approximately 30 students and their advisors.
- A five day teacher training workshop was held at The Maine Conservation School at Bryant Pond for twenty K - 5 teachers from around the state in June. This workshop was designed for teachers to visit various agricultural enterprises as well as to listen to speakers and then develop classroom activities based upon what they had seen and heard. This Agriculture-In-The-Classroom program grew out of an almost total lack of agriculture awareness on the part of the citizens of Maine.
- Accreditation rules were adopted during 1989 in partial fulfillment of the Education Reform Act of 1984, which directed the Department of Educational and Cultural Services, through the State Board of Education and the Commissioner, to adopt standards for school accreditation.
- Enrollment in FBLA (Future Business Leaders of America) approximately 640 members from 30 schools.
- DECS responded to OBRA (Omnibus Budget Reconciliation Act) commonly referred to as the "Nursing Home Reform Act". A state registry of OBRA certified CNAs was implemented.
- A Governor's symposium was sponsored by the State Food Service Advisory Board for statewide guidance personnel to inform them of the career options and opportunities in the food service hospitality industry.

Highlights: 1987-1989

- The state's first program in Hospitality/Recreation was established in Greenville and funded through an innovative grant. This program received national recognition as a model program.
- A hospitality curriculum was developed by a cadre of the state's secondary and post-secondary instructors as well as representatives from Maine's hotel/restaurant association and the industry, itself.
- Biddeford Vocational Center began an integrated studies grant project which utilized computer linkages with academic subjects at the local high school and with sending schools.

1989-1990

- The first Annual Governor's Youth Leadership Conference was held at the Sonesta Hotel in Portland on November 9, 1989, with over 470 students and advisors representing six youth leadership organizations.
- VICA enrollments are anticipated to increase to 550+ students during the 1989/90 school year
- FBLA enrollments should reach a new high with four new chapters being initiated.
- First annual WAVE (Women Administrators in Vocational Education) Conference was held for one week during July. Twenty conference attendees participated in workshops designed to encourage women to become involved in vocational administration careers.
- MAITCA held two teacher training workshops this summer, with twenty-three K - 8 teachers in attendance. As in the previous summer's workshop the teachers developed classroom activities based upon their visitations to various agriculture enterprises.
- Approximately 35 FFA students and advisors attended the Eastern States Exposition in Springfield, Mass. in September competing in 15 contests with a Caribou FFA member emerging as the Regional Gold Medal winner in the Turf and Landscape contest.
- The 62nd National FFA Convention was held in Kansas City in November with 30 FFA members and their advisors competing in the various contests for national recognition. Maine came away with a National Gold winner in the Turf and Landscape Management contest.

Highlights: 1987-1989

Division of Program Services and Finance

Services for Special Needs Individuals

1986-1987

Secondary Handicapped Enrollment	1180
Mainstreamed with Support	360
Mainstreamed without Support	389
Separate Program	431
Secondary Disadvantaged Enrollment	1651
Mainstreamed with Support	452
Mainstreamed without Support	949
Separate Program	250

- Programming for handicapped/disadvantaged students
  Diversified Occupations
  General Trades
  Mainstream

- Services - Remedial, tutorial, assessment, job development, job placement, equipment and curriculum modification, and signers for the deaf

1987-1988

Secondary Handicapped Enrollment	1160
Mainstreamed with Support	558
Mainstreamed without Support	260
Separate Program	342
Secondary Disadvantaged Enrollment	1629
Mainstreamed with Support	517
Mainstreamed without Support	831
Separate Program	281

- Programming for handicapped/disadvantaged students
  Diversified Occupations
  General Trades
  Mainstream
  On-the-Job Training
  Job Tryout

Highlights: 1987-1989

1988-1989

- Services - Remedial, tutorial, assessment of abilities, job development, job placement, equipment modification, curriculum modification, signers for the deaf, peer tutoring, and job coaching

- Maine Association of Vocational Special Needs Personnel Formed; 16 Members

Secondary Handicapped Enrollment	1169
Mainstreamed with Support	791
Mainstreamed without Support	208
Separate Programs	170
Secondary Disadvantaged Enrollment	2025
Mainstreamed with Support	996
Mainstreamed without Support	917
Separate Programs	112

- Programming for handicapped/disadvantaged students
  Diversified Occupations
  General Trades
  Mainstream

- Services - Remedial, tutorial, peer tutoring, career guidance and counseling, job development, job coaching, job placement, assessment, equipment modification, curriculum modification, signers for the deaf

- Maine Association of Vocational Special Needs Personnel Approved as an Affiliate of M.V.A.; 42 Members

- State Cooperative Between Vocational Education, Special Education, and Vocational Rehabilitation Revised

- Six Developmental Studies Projects for the Disadvantaged Approved

- Three Committee on Transition Grants Approved - Provide Direct Transition Services for Handicapped Adults

Highlights: 1987-1989

1989-1990

- No data on handicapped/disadvantaged enrollment available at this time
- Programming for handicapped/disadvantaged students
  Diversified Occupations
  General Trades
  Mainstream
- Services - Remedial, tutorial, peer tutoring, career guidance and counseling, job development, job coaching, job placement, assessment, equipment modification, curriculum modification, signers for the deaf
- Six Developmental Studies Grants for Disadvantaged Approved
- Six Committee on Transition Grants Approved for Direct Transition Services for Handicapped Adults

Sex Equity/Single Parent/Homemaker Services

1986-1987

- Six programs offering sex equity awareness of secondary vocational programs were offered to sending school educators.
- Six programs offering sex equity awareness of secondary vocational programs were offered to sending school students.
- Two programs offering nontraditional occupational exploration for adult women were offered.
- One "Expanding Your Horizons" in math and science program was offered.
- One program serving the needs of women and small business were offered to make entrepreneurship more attractive for women.
- One program to prepare single parents and displaced homemakers for entry into a technical college was offered.
- Two resource centers were supported in each of the three years to provide resources and curriculum in support of sex equity and single parent and homemaker programming.

Highlights: 1987-1989

1987-1988

- Five programs supporting child care for vocational students who are single parents or displaced homemakers were supported at the postsecondary level.
- One statewide program serving the needs of displaced homemakers was supported.
- Nine programs serving the needs of single parents and displaced homemakers were supported through adult and community education programs.
- One child care program was supported at the secondary level in support of students who were single parents.
- Three programs offering sex equity awareness of secondary vocational programs were offered to sending school educators.
- Two programs offering sex equity awareness of secondary vocational programs were offered to sending school students.
- One program offering nontraditional occupational exploration for adult women was offered.
- One "Expanding Your Horizons" in math and science program was offered.
- One program serving the needs of women and the small business administration was offered to make entrepreneurship more attractive for women.
- One program to prepare single parents and displaced homemakers for entry into a technical college was offered.
- Two resource centers were supported in each of the three years to provide resources and curriculum in support of sex equity and single parent and homemaker programming.
- Five programs supporting child care for vocational students who are single parents or displaced homemakers were supported at the postsecondary level.

Highlights: 1987-1989

1988-1989

- One statewide program serving the needs of displaced homemakers was supported.
- Six programs serving the needs of single parents and displaced homemakers were supported through adult and community education programs.
- Two child care programs were supported at the secondary level in support of students who were single parents.
- Three programs offering sex equity awareness of secondary vocational programs were offered to sending school educators.
- Two programs offering sex equity awareness of secondary vocational programs were offered to sending school students.
- Two programs offering sex equity awareness of secondary vocational programs were offered to sending school students.
- One program offering nontraditional occupational exploration for adult women were offered.
- One "Expanding Your Horizons" in math and science program was offered.
- One program serving the needs of women and the small business administration was offered to make entrepreneurship more attractive for women.
- One program to prepare single parents and displaced homemakers for entry into a technical college was offered.
- Two resource centers were supported in each of the three years to provide resources and curriculum in support of sex equity and single parent and homemaker programming.
- Four programs supporting child care for vocational students who are single parents or displaced homemakers were supported at the postsecondary level.

Highlights: 1987-1989

1989-1990

- One statewide program serving the needs of displaced homemakers was supported.
- Six programs serving the needs of single parents and displaced homemakers were supported through adult and community education programs.
- Two child care programs were supported at the secondary level in support of students who were single parents.
- One program offering sex equity awareness of secondary vocational programs was offered to sending school educators.
- One program offering nontraditional occupational exploration for adult women were offered.
- Two resource centers were supported in each of the three years to provide resources and curriculum in support of sex equity and single parent and homemaker programming.
- Three programs supporting child care for vocational students who are single parents or displaced homemakers were supported at the postsecondary level.
- One statewide program serving the needs of displaced homemakers was supported.
- Six programs serving the needs of single parents and displaced homemakers were supported through adult and community education programs.
- Two child care programs were supported at the secondary level in support of students who were single parents.
- One child care program was supported at the adult level to support students who are single parents and displaced homemakers.

Highlights: 1987-1989

Services for Correctional Institution Inmates

1986-1987

- Downeast Correctional Facility - Bucks Harbor

  Safety training in preparation for work release was provided for 12 criminal offenders in the trade areas of building construction and welding. This training was targeted at personal safety, equipment safety, and basic safety requirements on the job.

- Charleston Correctional Facility - Charleston

  Support services was provided for 30 criminal offenders participating in three vocational programs. These services included resume writing, occupational safety, job application requirements, oral reading, mathematics, and interpersonal communications. Most criminal offenders require individual assessment and support services to compete in the workforce.

1987-1988

- Charleston Correctional Facility - Charleston

  Two vocational programs at Charleston correctional facility were subsidized with Perkins federal funds, Small Sawmill Operations and Woodharvesting. Funds were used to pay for two aides and workshops. Workshops were conducted for 30 criminal offenders and staff in the areas of safety and labor laws.

  In addition to skill training programs, 29 students received small group instruction in:

  1. Job readiness skills;
  2. Job counseling; and,
  3. Interpersonal communication skills.

  Actual on-site.training for adult students was achieved by a cooperative effort between the Departments of Corrections, Inland Fisheries and Wildlife, and DECS. Twenty-eight (28) certificates were issued.

  Two teacher aids were added to the staff to meet the special needs of ten students, thus, increasing the woodharvesting enrollment by six and sawmill operation by four.

Highlights: 1987-1989

1988-1989

- Charleston Correctional Facility, Charleston

  Funding for the third year provided two teacher aides to help criminal offenders receive individual instruction and expand diversified curriculum offering hands-on training projects. The expansion includes apple tree management, forest management, road, brushing out, culvert construction and repair, and bridge repair. A project that offenders were very proud of was the restitution start at Peaks Kenny State Park, this is still in progress.

Career Guidance & Counseling Programs

1986-1987

- Continued funding of the following programs:

  1. Mid-County Career Education Consortium - Caribou RVC
  2. Career Awareness Regional Education Program - Dexter RVC
  3. Career Counseling Resource Center - Kenneth Foster RVC
  4. Guidance Consortium Project - Portland RVC

- Began Funding:

  1. Expanding Your Horizons
  2. Assessment Center - Waterville RVC
  3. Part-time Guidance Counselor at Vocational Region 3

1987-1988

- Continued Funding:

  1. Mid-County Career Education Consortium
  2. Career Awareness Regional Education Program
  3. Career Counseling Resource Center
  4. Guidance Consortium Project - Portland RVC
  5. Expanding Your Horizons
  6. Assessment Center - Waterville RVC
  7. Part-time Guidance Counselor at Vocational Region 3

- Began Funding:

  1. PREP Program
  2. Start up funds for Lewiston RVC Evaluation/Assessment Center

Highlights: 1987-1989

1988-1989

- Continued Funding:

  1. PREP Program
  2. Part-time Guidance Counselor at Vocational Region 3
  3. Assessment Center - Waterville RVC

- Began Funding:

  1. Full-time Guidance Counselors at Boggy Brook, Region 7, Region 8
  2. Vocational Van
  3. The Maine Guide
  4. Six career guidance programs at the adult education level

1989-1990

- Continued Funding:

  1. PREP Program
  2. Full-time Guidance Counselors at Boggy Brook, Region 7, Region 8
  3. Vocational Van
  4. The Maine Guide

- Budgeted $50,000 for Adult Career Guidance Program
- Began funding a full-time guidance position at Region 9
- Funded three workshops for Comprehensive Career Guidance Curriculum Planning
- Worked with Maine Vocational Guidance Association to bring vocational career counselors together

School-To-Work Transition Programs

1988-1989

- Jobs for Maine's Graduates, a statewide school-to-work transition system based on the Job for America's Graduates model, was established under the auspices of the MHRDC. Representing a cooperative effort on the part of the vocational education and job training communities, four JMG sites were operational during the 1988-89 school year, serving upwards of 120 at-risk students in their last year of high school. Governor McKernan has since become the chair of the national JAG board and the program is expanding rapidly to new sites across the state.

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Highlights: 1987-1989

Colophon

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